

AMHERST HOUSING AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING
MONDAY JUNE 29, 2009
ANN WHALEN COMMUNITY ROOM
33 KELLOGG AVE. AMHERST, MA

Members of the Amherst Housing Authority met in regular session on Monday June 29, 2009 in the community room of Ann Whalen Apartments. P. Jessop, Chair, called the meeting to order at 3:30 p.m.

PRESENT: J. Brooks, J. Haggerty, P. Jessop, J. Logan, R. Phillips

ABSENT: None

ALSO PRESENT: D. Crabtree, N. Schroeder, A. Root, P. Mishkin, H. Link

AGENDA ADOPTION/CHANGES: D.Crabtree requested that Capital Fund Recovery Competition (CFRC) grant application be added to the agenda. Upon motion of J. Brooks, seconded by R. Phillips, it was voted to adopt the agenda as amended.

MINUTES APPROVAL: Upon motion of J. Brooks, seconded by R. Phillips, it was voted to approve the minutes of May 21, 2009 with one minor change.

ACCOUNTS PAYABLE: Upon motion of J. Haggerty, seconded by R. Phillips, it was voted to approve the accounts payable checks #20242 through # 20344 dated 5/21/2009 to 6/25/2009, Main Street checks #100-103, and payroll checks # 2059-2116 dated 5/30/2009 to 6/30/2009.

TENANT CONCERNS: D. Crabtree reported that the roof replacement project has started at Chestnut Court; the roofs on one building at John C. Nutting Apartments and on the duplex on Stanley Street will also be replaced. **Ann Whalen Apartments:** Committee members of the Ann Whalen community room project presented plans and a budget for proposed changes in the 5th floor community room.

POLICY FOR TENANT CAUSED DAMAGES: N. Schroeder, AHA Housing Manager, reviewed the current and proposed policy for Tenant Caused Damages. Upon motion of J. Brooks, seconded by R. Phillips, it was voted to increase the Authority's labor charge for repairs of tenant caused damages to \$35.00 per hour. Other proposed changes will be discussed by the board at another meeting.

CONDITION OF 705 FAMILY HOUSING UNITS: D. Crabtree reported that several of the 705 state funded units are in poor condition. The annual operating budget does not provide capital or replacement reserve accounts. The Capital Improvement Plan report completed by the Department of Housing and Community Development indicates a need for \$1,266,703.00 in capital funds for a ten year period (2008-2017) for these units. Two of the 20 units have been renovated and one unit partially renovated with contracted labor of \$107,070.00 plus Housing Authority maintenance labor. There have been no capital improvements or unit renovation in the remaining 17 units. Because state resources are extremely limited, Crabtree contacted Representative Olver's office to discuss the potential of using federal money to provide funds for state assisted housing. P. Jessop volunteered to meet with AHA staff to discuss the possibility of using CPA (Community Preservation Act) funding for unit renovations.

CERTIFICATE OF FINAL COMPLETION: Upon motion of J. Haggerty, seconded by J. Brooks, it was voted to approve the Certificate of Final Completion for the contract with Wall Construction for the renovation of #43 Ann Whalen Apartments, work plan #1012.

AWARD OF CONTRACT-ANN WHALEN ROOF

REPLACEMENT/PHOTOVOLTAIC INSTALLATION: Upon motion of J. Brooks, seconded by J. Logan, it was voted to award the contract for the replacement of the roof and installation of photovoltaic panels at Ann Whalen Apartments to the lowest bidder, Rivet Roofing in the amount of \$297,950.00 pending approval of the Department of Housing and Community Development and to authorize the Executive Director to sign the contract on behalf of the Authority.

CAPITAL FUND RECOVERY COMPETITION (CFRC) GRANT

APPLICATION: Crabtree stated that she had reviewed the Notice of Funding Availability for the Capital Fund Recovery Competition (CFRC) grant. The Authority is eligible for Category 4 Creation of an Energy Efficient Green Community, option 2 Moderate Rehabilitation in the amount of \$45,000.00. She wants to apply for funds to replace existing gas boilers at Watson Farms with high efficiency boilers that will reduce energy usage thus conserving energy and lowering utility costs for tenants.

ADJOURN: Upon motion J. Brooks, seconded by R. Phillips, it was voted to adjourn the meeting until Monday July 27, 2009 at 3:30 p.m. in the community of Jean Elder House, 9 Chestnut Street, Amherst, MA.